evergreen

May 7, 2021

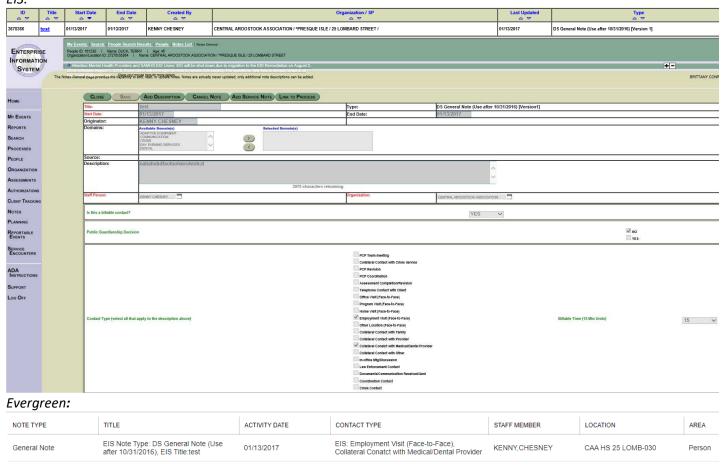**To: All OADS EIS Users**

What is happening?

The Evergreen project team has been very busy working with the vendor on finalizing requirements for the Home and Community Based Settings Rules among other great system enhancements, while the vendor continues development on completed requirements. Data migration and validation has been ramping up and testing of functionality is ongoing.
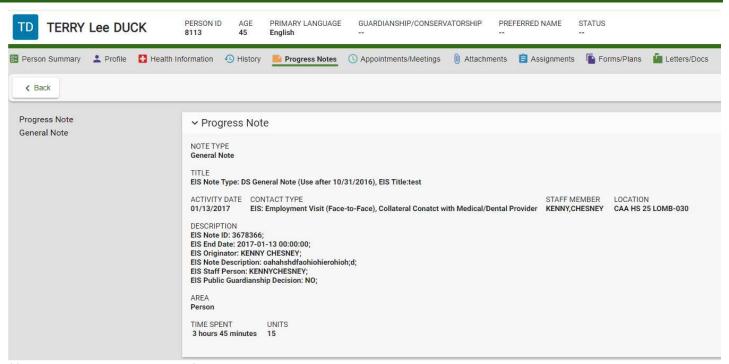
Feature Highlight: Client Data

Data from EIS and MIHMS is being migrated into Evergreen prior to the production deployment. In addition to the migrated data, Evergreen will continue to receive an ongoing daily feed of information from MIHMS including, but not limited to, MaineCare financial eligibility, program classification, claims diagnoses and medical professional contacts. The project team has dedicated hundreds of hours to data mapping sessions to ensure that the data currently managed in EIS will migrate appropriately into Evergreen for a seamless transition! **Note, the below example is from a test person within EIS

Progress Note

EIS:

Evergreen:

NOTE TYPE	TITLE	ACTIVITY DATE	CONTACT TYPE	STAFF MEMBER	LOCATION	AREA
General Note	EIS Note Type: DS General Note (Use after 10/31/2016), EIS Title:test	01/13/2017	EIS: Employment Visit (Face-to-Face), Collateral Conatct with Medical/Dental Provider	KENNY,CHESNEY	CAA HS 25 LOMB-030	Person

**Evergreen design has not been finalized and details will be subject to change.

Frequently Asked Questions:

Q: Will I need to print my EIS information before I start using Evergreen?

A: *No, you will not need to print any EIS data in preparation for moving to the new system. All EIS information will be migrated and validated within the Evergreen user interface and/or the Data Warehouse (data repository) before we switch over to Evergreen. Assessments, Forms, Plans, Reportable Events, and Prior Authorizations up to 5 years old and Progress Notes up to 10 years will reside in the Evergreen user interface. Historic data older than this will reside in the Data Warehouse. Historic data will be available upon request from the OADS Information Services Team. A data request process will be developed and shared with you for submitting these requests and receiving historic data when you need it.*

Q: What training will I receive?

A: *A multi-faceted, role-based training plan is being developed with a variety of training options including:*

- *In person training** and live webinars that will be recorded for playback*
- *Robust user guides with step by step instructions and system screenshots*
- *Short video tutorials on a variety of topics, such as: updating a person record, completing a reportable event, searching for a person record, etc.*
- *Additional training aides such as crosswalks that show where EIS information can be found in Evergreen*
- *Access to a sandbox training environment to familiarize yourself with the system before go live*
  **Offering is dependent on in person restrictions at the time of training

Release Date:

- **Release 3 (2022)**: Developmental Disability and Neurobehavioral functionality including upgraded design and compliance with Home and Community Based Settings (HCBS) Rules
- **Release 2 (June 29, 2020 - Complete)**: APS Report and Investigation functionality including Structured Decision-Making assessments and Guardianship/Conservatorship forms

- **Release 1 (May 31, 2019 - Complete)**: Core Functionality (Person Profile, Staff Member Profile, Location, Organization) and Program Management (Sections 21 and 29 Waitlist) functionality

Reminders:
The Developmental Disability and Brain Injury Services program functionality in Release 3 will replace EIS for OADS users only. OBH (formerly SAMHS) and OCFS users will continue to use EIS.

Communications:
All communications will be posted on the Evergreen website to keep you informed of the progress of Release 3, its content, and timelines. These communications will also be sent by means of the EIS email address provided on your EIS user account. **Important Action:** If your email address is incorrect on your EIS user account, please provide an updated email address to the EIS user accounts team (EISSupport.DHHS@maine.gov).

If you have any questions or feedback, please reach out to us at Evergreen.DHHS@maine.gov or refer to the project website at https://www.maine.gov/dhhs/eis/evergreen.